

**Documentation of Eligibility  
2008-2009 Vermont Alternate Assessment**

**Student Information:**

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: ☐ Female ☐ Male

Meeting Date: \_\_\_\_\_

**Team Information:**

List Member Names: (signatures not required)

Position/Role

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Team Leader/Contact Person:** \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_ Ext: \_\_\_\_\_

**The EDUCATIONAL TEAM is applying for an alternate assessment to replace the following general grade level assessment(s): (Check all that apply)**

- ☐ **VT-DRA** Grade 2- (Portfolio developed in grade 2)
- ☐ **Reading NECAP** Grades 3, 4, 5, 6, 7, 8, & 11 – (Portfolio developed in grades 2, 3, 4, 5, 6, 7, & 10)
- ☐ **Math NECAP** Grades 3, 4, 5, 6, 7, 8, & 11 – (Portfolio developed in grades 2, 3, 4, 5, 6, 7, & 10)
- ☐ **Writing NECAP** Grades 5, 8 & 11 – (Portfolio developed in grades 4, 7 & 10)
- ☐ **Science NECAP** Grades 4, 8 & 11 – (Portfolio developed in grades 4, 7 & 10)

**The Educational Team followed all of the required procedures listed below:**

(ALL boxes must be checked for AYP approval.)

- ☐ The Team decision to use an alternate assessment provided for parent participation and/or input.
- ☐ The Team considered, and ruled out, participation in the grade level assessment using appropriate accommodations.
- ☐ The decision to use an alternate assessment was based on completion of the Learner Profile **and** comparison of student achievement levels to the Grade Expectations.

**\*\* (Over) Please complete the reverse side of this form before submitting to the VT-DOE.**

In order for this alternate assessment to be considered for Adequate Yearly Progress (AYP), the following documents are attached to this Documentation of Eligibility:

- ☐ Learner Profile
- ☐ Zone of Proximal Development Finder Worksheet for each AA GCE assessed:
- ☐ Completed Documentation of Progress (Baseline) form for each AA GCE assessed in:
  - ☐ Reading/Literacy (grades 2-7 & 10)
  - ☐ Math/Numeracy (grades 2-7 & 10)
- ☐ Baseline data sample is attached to each Documentation of Progress form being submitted. (These forms and data samples will be kept on file at the DOE and cannot be changed unless approved in advance by the Alternate Assessment Coordinators.)
- ☐ Completed Science Declaration Form for:
  - ☐ Science/Inquiry (grades 4, 7, & 10) (No baseline data samples are required.)

***Return this form and supporting documentation to Nancy Hill, VT Dept. of Ed., 120 State Street, Montpelier, VT 05620-2501 prior to November 15<sup>th</sup>. For further information, please call 828-3124.***

**VERMONT DEPARTMENT OF EDUCATION USE ONLY**

I have reviewed the Documentation of Eligibility for Alternate Assessment provided by the planning team and determined:

- ☐ The team has followed the correct eligibility procedures and has provided adequate documentation. The alternate assessment option indicated above meets the specified criteria. Results are approved for use in the school accountability index.<sup>1</sup>
- ☐ Procedures and documentation do not support eligibility for alternate assessment. The student should participate in the general grade level assessment with appropriate accommodations.
- ☐ Procedures and documentation are not sufficient to determine eligibility for alternate assessment. The team should resubmit this form after taking the following actions:

D.O.E. Reviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>1</sup> Although the Vermont Department of Education reviews applications for approval of alternate assessments for accountability/adequate yearly progress (AYP), the decision to administer an alternate assessment is determined by the student's planning team. However, assessment scores for students who take an alternate assessment without prior D.O.E. approval will not be approved for use in the school accountability index.